

1. The first step is to identify the problem. This involves understanding the current situation and what needs to be improved.

TO: General William J. Donovan

FROM: Lawrence R. Houston 25X1A9a

SUUMMARY: Re the retirement of [REDACTED] and the article about buying rubles outside of Russia that was taken from the New York Times.

FILED: Personnel 14

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REMARKS:

CORRESPONDENCE CROSS REFERENCE